



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Agenda

### Library Board

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Monday, September 24, 2018

5:00 PM

Manitowoc Public Library Board Room

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Pursuant to Section 19.84 (2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of the City of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the MANITOWOC PUBLIC LIBRARY BOARD OF TRUSTEES of the City of Manitowoc will be held on the date, time, and location listed above.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

#### 1. Call to Order

#### 2. Public Comment

Members of the public will be permitted to speak at the Manitowoc Public Library Board of Trustees meeting each month on any matter of public interest. The comments from each speaker shall be limited to five minutes in length unless extended by action of the Manitowoc Public Library Board of Trustees.

#### 3. Approval of Minutes (action requested)

[18-0950](#) a. Regular Board Meeting - August 27, 2018

Attachments: [LEGISTAR MINUTES - Regular Board Meeting 8-27-18](#)

[18-0951](#) b. Personnel Committee Meeting - September 6, 2018

Attachments: [LEGISTAR MINUTES - Personnel Committee Meeting 9-6-18](#)

#### 4. Approval of Budget Status Reports (action requested)

[18-0952](#) a. August 2018 - Fund 2810

Attachments: [BUDGET STATUS - August 2018 \(Fund 2810\)](#)

[18-0953](#) b. August 2018 - Fund 2813

Attachments: [BUDGET STATUS - August 2018 \(Fund 2813\)](#)

#### 5. Approval of Bills/Check Register (action requested)

[18-0954](#)

- a. MPL Operating Budget with the City of Manitowoc for the month of September 2018

Attachments:

[Check Register September 2018](#)

## 6. Correspondence

[18-0955](#)

- a. Herald Times Reporter - weekly articles from Library Director/Staff (August 2018)

Attachments:

[HTR Articles - August 2018](#)

## 7. Administrative Reports

[18-0956](#)

- a. Director Report - August 2018

Attachments:

[Dir Report - August 2018](#)

[18-0957](#)

- b. Manager Highlights - August 2018

Attachments:

[Manager Highlights - August 2018](#)

[18-0958](#)

- c. Monthly Statistics - August 2018

Attachments:

[Monthly Statistics - August 2018](#)

[18-0959](#)

- d. STAFF UPDATE - Redesign status (Stacey and Roxanne)

Attachments:

[1st Floor Color Master Plan](#)

[Redesign Timeline](#)

[Redesign Timeline \(2\)](#)

## 8. Committee Reports

- a. Personnel Committee - Report from Trustee Hunter
- b. Finance Committee
- c. Buildings Committee
- d. Long-Range Planning Committee
- e. Nominating Committee

## 9. Old Business

[18-0961](#)

- a. 2019 Budget (discussion)

**Attachments:**      [2018-2019 Budget Worksheet %increase-decrease 8.2018 \(2\)](#)  
[2018 reimbursement levels for counties](#)  
[ALICE report 2018](#)  
[MPL Total circ Jan-Aug 2015-2018](#)  
[memo 9.2018 2019 budget revisions](#)

## 10. New Business

[18-0962](#)      a. Wisconsin State Standards - Manitowoc Public Library (discussion)

**Attachments:**      [wisconsin\\_public\\_library\\_standards\\_6th\\_edition\\_2018\\_final](#)  
[WI standards MPL 9.2018](#)

[18-0963](#)      b. 2019 Resource Library Agreement (action requested)

**Attachments:**      [R L Agreement 2019 For Board Approval](#)

[18-0964](#)      c. Human Resources Software - Kronos (discussion)

**Attachments:**      [memo 9.2018 human resources software Kronos](#)

## 11. Convene in Closed Session

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(c) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The specific subject matter that may be considered in closed session is the following:

a. Library Director Mid-Year Performance Evaluation

## 12. Reconvene in Open Session

[18-0965](#)      a. Possible action on Closed Session subject matter (action requested)

## 13. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the Library's ADA Manager Stacey Bialek at 920-686-3008 or email <[sbialek@manitowoc.org](mailto:sbialek@manitowoc.org)> at least 48 hours in advance of the meeting.